I m m e d i a t e	CHAPTER: ADMINISTRATIO	ON	STANDARD NO.
Intervention Program Standards	SUBJECT:		PAGE: 1 of 1
Kansas Department of Corrections- Division of Juvenile Services State of Kansas	GRIEVANCES		
REFERENCES: None	1	DATE ADOPTED: DATE REVIEWED	02-01-2017

<u>STANDARD</u>: Written policy, procedure and practice shall require Immediate Intervention Programs (IIP's) to adhere to the Board of County Commissioners written grievance policy. If a local policy does not exist a written policy shall be developed by the IIP. The policy shall be made available to all youth, their parents, guardians/custodians or their representatives.

The IIP Grievance Form (Attachment A) shall be used to document grievances.

DISCUSSION: None.

## **ATTACHMENTS:**

Attachment A: Immediate Intervention Program Grievance Form

NOTE: The standards and procedures set forth herein are intended to establish operational guidelines for immediate intervention programs operating through the board of county commissioners and their employees/contractors and youth participating in the immediate intervention process. They are not intended to establish state created liberty interests for immediate intervention programs or the board of county commissioners, or their employees/contractors, or youth, or an independent duty owed by the Kansas Department of Corrections- Division of Juvenile Services to immediate intervention programs operating through the board of county commissioners or their employees/contractors, supervised juveniles or third parties. This standard and procedure is not intended to establish or create new constitutional rights or to enlarge or expand upon existing constitutional rights or duties.

## Immediate Intervention Program Grievance Form

Name of person filing grievance:	Date:
	Phone number of grievant:
Address of grievant:	
Received by (Name and Title):	
Nature of Grievance: Staff	Name of Staff:
Servic	es
Other	
Written Grievance:	
If this space is insufficient, please attach additiona	I page(s) as necessary.
Signature of Grievant	